

PRELIMINARY WORKSHEET

Turn the device on/wake it from sleep [using the power (sleep/wake) button]	round, oblong or rectangular - raised or flat - button or slide switch - along: top, right, or bottom side - in the middle or towards the: left, right, top or bottom
Note additional physical features	display: color or e-ink - touch screen - physical navigation controls: home/start button, previous/next page buttons, back button, menu button, five-way controller, select wheel, keyboard button - charging port: Micro USB, Mini USB, Lightning, other proprietary - volume control: one or two oblong/rectangular button(s) - headphone jack - speaker(s) - microphone - camera(s): front facing, and rear facing - memory card slot with/out cover - video ports: HDMI, Micro HDMI, VGA - miscellaneous ports: USB, Ethernet, keyboard - stylus with/out built in storage slot - side switch - charging light - infrared transmitter - physical keyboard: Bluetooth, detachable or fixed - Wi-Fi on/off switch - reset button
Unlock the screen	swipe screen or icon: anywhere, left, right, up, down, or onto another icon - beyond circle
Identify device type	tablet, e-reader, laptop/notebook, smartphone, or (smart) portable media player
Identify brand and device name (look for logos/name on device or startup screen)	Amazon Kindle, Apple iPad (iPhone, iPod), Asus Transformer, Barnes & Noble Nook, Chromebook, Kobo Arc, Google Nexus, Samsung Galaxy, Windows Surface, Other Android
Operating System and Version #: _____	<p>In many cases the Operating System (OS) Name and Device Name are one and the same.</p> <p>Android - open source (free) customizable software, by Google, most popular mobile OS. Android devices often contain a mix of open source and proprietary software (including customized user interfaces, etc., e.g. all Barnes and Noble Nooks).</p> <p>Fire - customized version of Android running on all Amazon Kindle Fire devices</p> <p>Chrome OS - developed by Google, laptops running Chrome OS known as Chromebooks.</p> <p>iOS - Apple's mobile OS, runs exclusively on Apple iPads, iPhones and iPod Touches.</p> <p>Kindle - operating system for the Amazon Kindle E Ink devices.</p> <p>Windows RT - a version of Windows 8 designed for mobile devices.</p>

CORE COMPETENCIES ACTIVITY WORKSHEET

Device Competencies	OverDrive app Competencies	OverDrive app Competencies (cont.)
<input type="checkbox"/> Navigate the device	Reading App Quick Tip (3M, axisReader, Blio, Bluefire Reader, Kindle, OneClickdigital eReader, Overdrive)	
<input type="checkbox"/> Move across screens	Tap the center of the screen to show hidden reader menus and controls.	
<input type="checkbox"/> Return to Home screen		
<input type="checkbox"/> Organize Apps on the device	<input type="checkbox"/> Download and Open the OverDrive app	<input type="checkbox"/> Bookmark a page
<input type="checkbox"/> Move apps (w/i the same and to a different screen)	<input type="checkbox"/> Create/Sign in with OverDrive Account (new requirement)	<input type="checkbox"/> Navigate around the eBook
<input type="checkbox"/> Create folders (move apps into & out of folders)	<input type="checkbox"/> Add a digital library (to OverDrive app) and visit it	<input type="checkbox"/> via pages
<input type="checkbox"/> Delete a non system app from the device	<input type="checkbox"/> Sign In to digital collection Account w/ library credentials	<input type="checkbox"/> via chapters
<input type="checkbox"/> Open Device settings	<input type="checkbox"/> Identify title(s) available for checkout	<input type="checkbox"/> via bookmarks
<input type="checkbox"/> Setup Wi-Fi connection	<input type="checkbox"/> Borrow an audiobook	<input type="checkbox"/> Change (in-app) reader settings
<input type="checkbox"/> Confirm Connectivity (Browse the Internet)	<input type="checkbox"/> Download audiobook to device	<input type="checkbox"/> Font Size
<input type="checkbox"/> Toggle Bluetooth on/off	<input type="checkbox"/> Open and Play audiobook	<input type="checkbox"/> Brightness
<input type="checkbox"/> Change Display settings	<input type="checkbox"/> Return title early	<input type="checkbox"/> Color Scheme
<input type="checkbox"/> Sleep/Screen Timeout (inactivity) settings	<input type="checkbox"/> Change loan period preferences	<input type="checkbox"/> Line Spacing
<input type="checkbox"/> Adjust Brightness	<input type="checkbox"/> Borrow an eBook	<input type="checkbox"/> Lock (in-app) screen orientation
<input type="checkbox"/> Adjust Font Size	<input type="checkbox"/> Know Dis/Advantages of the formats:	<input type="checkbox"/> Add gutenber.org as a library
<input type="checkbox"/> Lock/Unlock Screen Rotation	<input type="checkbox"/> Kindle Book	<input type="checkbox"/> Place holds (& renew materials)
<input type="checkbox"/> Accounts (register/setup/modify)	<input type="checkbox"/> Adobe EPUB eBook	<input type="checkbox"/> Consider the differences between accessing online library resources through a web browser and accessing the same resources by means of a mobile app (if one is even available). What might some of the benefits and/or limitations be?
<input type="checkbox"/> Take a Picture and/or Video	<input type="checkbox"/> Open EPUB eBook	
<input type="checkbox"/> Take a Screenshot	<input type="checkbox"/> OverDrive Read	
<input type="checkbox"/> Force Close Apps	<input type="checkbox"/> PDF eBook	
<input type="checkbox"/> Practice keyboarding	<input type="checkbox"/> Choose an eBook format	Mobile OS's default installed browsers: Android Android Browser/Chrome Chrome OS Chrome Fire Silk iOS (Apple) Safari Windows RT Internet Explorer
<input type="checkbox"/> Type Letters (uppercase, all caps, accent marks)	<input type="checkbox"/> Kindle Book	
<input type="checkbox"/> Type both Numbers & Symbols	<input type="checkbox"/> EPUB eBook (Adobe or Open)	
<input type="checkbox"/> Type Picture Characters	<input type="checkbox"/> OverDrive Read (in browser)	
<input type="checkbox"/> Turn Spell Check & Auto Correct On/Off	<input type="checkbox"/> Load eBook for reading	
<input type="checkbox"/> Open/enter downloadable software store	<input type="checkbox"/> Read OverDrive Read eBook offline	